

Business Warehouse Reporting

BW Concepts

Washington State HRMS Business Warehouse (BW) Self-Paced Learning Materials

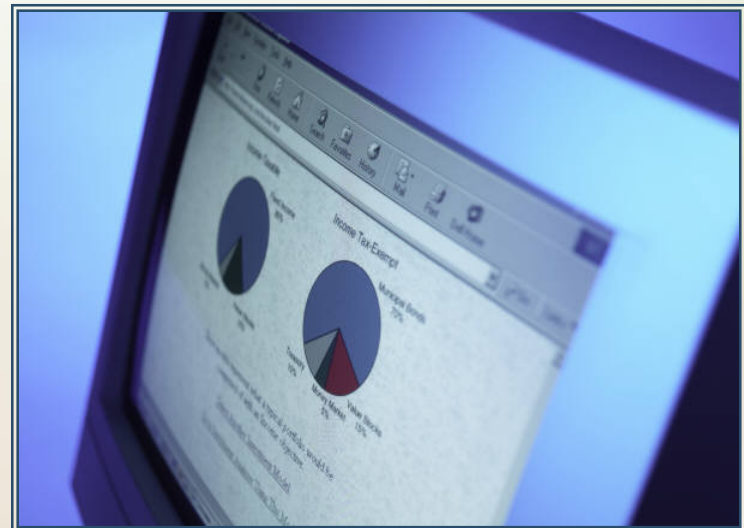
General Topics - BW End Users/Power Users

BW Concepts - Overview

The Business Warehouse (BW) Concepts module provides an introduction to the overall structure and components of the BW.

Topics covered in this module include:

- What HRMS BW is / is not...
- Benefits of the BW
- HRMS BW Security
- Difference between BW End Users and BW Power Users
- Difference between the HRMS Portal and the SAP GUI



BW is...

- **SAP's Business Warehouse**
(SAP = "Systems, Applications and Products in data processing")
- a reporting tool to perform query and analysis
- an extraction of transactional and master data from HRMS (SAP R/3)
- a repository of aggregated, historical data across days/weeks/months/years

BW is NOT...

- a source of real-time data. Real-time data is found in source systems, such as HRMS (SAP R/3)
- a tool to download data to populate shadow systems

Efficient



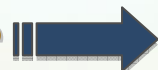
Stores data in one place to allow efficient retrieval, reducing time spent gathering data.

Flexible



A single query can contain what traditionally would be found in multiple reports, reducing the number of “hits” on the system.

Customizable



Ability to “slice and dice” data and customize the look and feel of a pre-defined report for individual analysis.

Optimized



Response time results in less stress on system resources.

The ability to access BW reports, specific functions and data within the BW environment is controlled by HRMS BW Security.

- **BW User Role:** Agency HRMS BW users will be mapped to either a “BW End User” or “BW Power User” role. All BW users can access reports via the HRMS Portal but only Power Users can develop ad hoc queries against data available within the BW structures.
- **BW InfoProvider Role:** The ability to access BW data structures (InfoProviders) is controlled by a BW InfoProvider Role. Agency HRMS BW users will be mapped to either an “HR/Payroll/Time data” -or- “HR/Payroll/Time with Financial data” -or- “Financial data only” InfoProvider Role.
- **BW Data Security:** The data accessed for report results will be dependent upon the organization structure within the security and role mapping setups. BW data structures apply an additional level of data security for specific values such as SSN, Name, etc.



Continued...

The ability to perform tasks such as execute reports or create ad hoc queries is based on the “User Roles”.

BW End User

- Allows the End User to execute BW reports through the HRMS Portal.

BW Power User

- Has all the capabilities of the End User plus:
- Allows the Power User to create/modify/delete agency-specific ad hoc queries using the BW BEx tools.



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The ability to access BW structures is based on “InfoProvider Roles”.

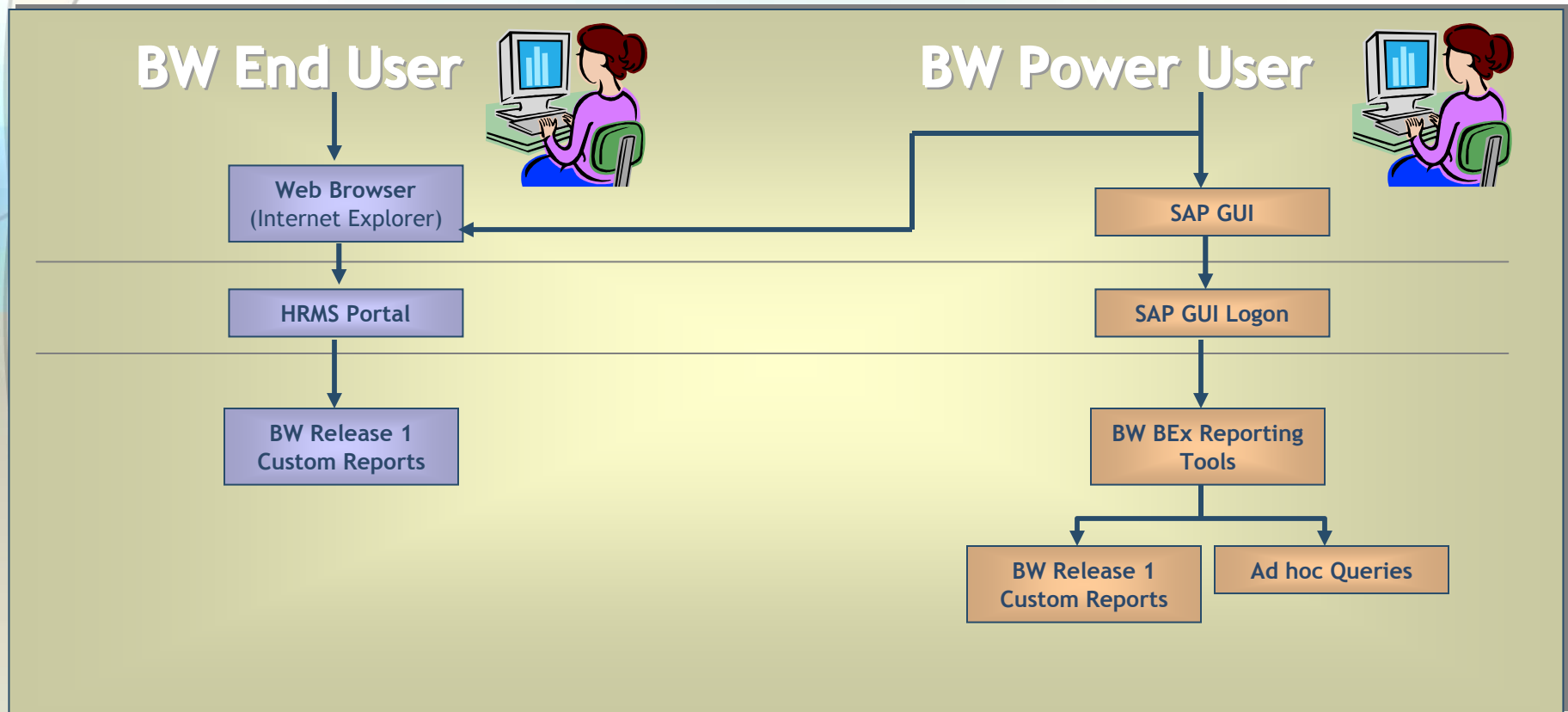
HR/Payroll/Time Data only	HR/Payroll/Time Data with Financials	Financial data only
Access to HR/Payroll/Time data for general reporting purposes. This does <u>not</u> include access to Financial data (AFRS Payroll Accounting Data).	Access to HR/Payroll/Time data for general reporting purposes <u>AND</u> Financial data (AFRS Payroll Accounting Data).	Access to Financial Data <u>ONLY</u> (AFRS Payroll Accounting Data).
<ul style="list-style-type: none"> ▪ Time and Labor (OPT_C01) ▪ Employee Specific Payroll Data (OPY_C02) ▪ Headcount and Personnel Actions (ZPA_C01) ▪ Headcount and Education (ZPA_M50) ▪ Staffing Assignments (ZPAOS_C01) ▪ Headcount (ZPAPA_C02) ▪ Quota Data (ZPT_C51) 	<ul style="list-style-type: none"> ▪ Time and Labor (OPT_C01) ▪ Employee Specific Payroll Data (OPY_C02) ▪ Headcount and Personnel Actions (ZPA_C01) ▪ Headcount and Education (ZPA_M50) ▪ Staffing Assignments (ZPAOS_C01) ▪ Headcount (ZPAPA_C02) ▪ Quota Data (ZPT_C51) <p><u>AND</u></p> <ul style="list-style-type: none"> ▪ AFRS Payroll Accounting Data (ZPY_C51) 	<ul style="list-style-type: none"> ▪ AFRS Payroll Accounting Data (ZPY_C51)



For additional information regarding HRMS Role Mapping, reference the HRMS Project Website under Change Agent and Role Mapping Activities: <http://www.dop.wa.gov/HRMS/Customersupport/Security/>

BW End User vs BW Power User

The following diagram provides an overview of the process flow used for accessing BW Release 1 Custom Reports (BW End and Power Users) and Ad hoc Queries (Power Users only):



Continued...

BW End User

- Can execute BW Release 1 reports through the HRMS Portal.

BW Power User

- BW Power Users have the same reporting capabilities as the BW End User plus:
- Can access the BEx Query Designer to develop ad hoc queries for their agency.
- Will have the additional responsibility of managing and maintaining agency-specific BW queries/reports.
- Will have the additional responsibility of being the agency's "go to" person for BW reporting questions.
- Will have the additional responsibility of working with HRMS/BW Production Support staff to add/modify/delete reports available via the HRMS Portal.
- Needs to attend additional training to use BEx Query Designer.

BW Power User technical requirements:

- *Must have the SAP Graphical User Interface (SAP GUI) installed.
- *Must have BEx tools installed.
- *Must have a connection to the BW through the State Government Network (SGN).
If outside the SGN, user must have a Virtual Private Network (VPN) connection into the SGN.

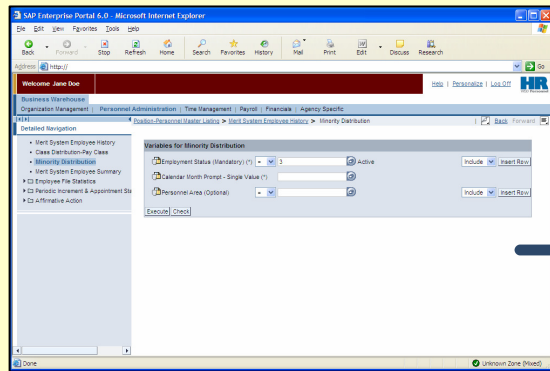


* For additional technical information, reference the Technical Resources page from the HRMS Project website:

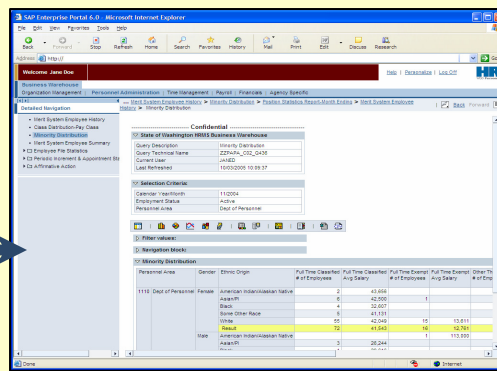
<http://hrms.dop.wa.gov/TechInfo/hrmstech.htm>

HRMS Portal vs SAP GUI

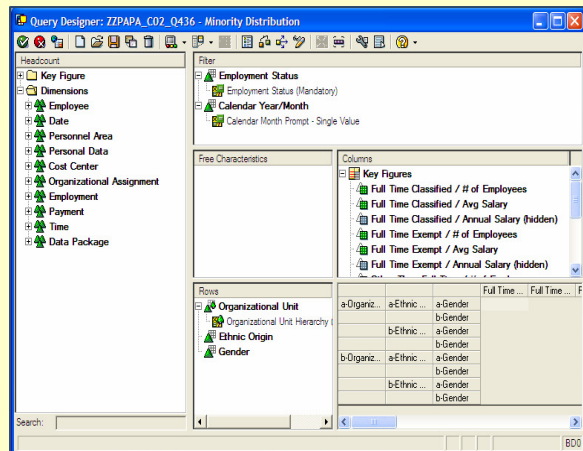
HRMS Portal



HRMS BW Release 1 Custom Report



SAP GUI and (BEx) Query Designer



HRMS Portal

The HRMS Portal is used to access Business Warehouse reports. It provides single sign-on capabilities and provides access to pre-defined reports through the web.

SAP GUI

The Business Explorer (BEx) Query Designer is accessed via SAP GUI. It is used to access tools for query building, reporting and analysis functions.

Using SAP GUI and BEx tools, BW Power Users can develop ad hoc queries. Ad hoc queries may be displayed from a web browser or MS Excel.

BEx will be supported for BW Power Users only.

Continued...

HRMS Portal vs SAP GUI, Cont...

BW End Users and BW Power Users will have the ability to run BW Release 1 reports through the HRMS Portal. BW Power Users will have the ability to create ad hoc queries using BEx tools from the SAP GUI.

HRMS Portal

- *Uses a web browser for running reports (e.g., Internet Explorer)
- *Does *not* require a connection to the State Government Network (SGN) or Virtual Private Network (VPN)
- *Requires authentication logon and password
- Does *not* support ad hoc reporting from the BW BEx tool

SAP GUI

- *Requires a connection to the BW through the State Government Network (SGN). If outside the SGN, user must have a Virtual Private Network (VPN) connection into the SGN.
- *Requires authentication logon and password
- Supports adhoc reporting from the BW BEx tool (BEx will be supported for BW Power Users only)

Note: Reports run from the HRMS Portal have a different appearance when run from SAP GUI using BEx tools. *For example:*

- Many graphics that are displayed in the SAP GUI are not displayed in the HRMS Portal
- Some menus are arranged differently
- Buttons may have a different appearance



* For additional technical information, reference the Technical Resources page from the HRMS Project website:

<http://hrms.dop.wa.gov/TechInfo/hrmstech.htm>